

MINUTES OF MEETING OF BOARD OF REGENTS

WESTERN KENTUCKY UNIVERSITY

November 10, 1984

In accordance with the previously published schedule of regular meetings as amended by timely and properly given notice, the fourth quarterly meeting of the Board of Regents of Western Kentucky University was held on Saturday, November 10, 1984, at 11 a.m., CST, in the Regents Conference Room of Wetherby Administration Building on the Western campus. Mr. Joseph Iracane, Chairman, presided.

AGENDA ITEM 1 - The meeting opened with a prayer of invocation by Dr. John D. Minton, Vice President for Student Affairs.

AGENDA ITEM 2 - Oath of Office - Mr. Joseph Iracane and Mrs. Patsy Judd.

Mr. Joseph Iracane, Owensboro, and Mrs. Patsy Judd, Burkesville, having been reappointed to six-year terms by Governor Martha Layne Collins, qualified as members of the Board by taking the Constitutional Oath. The Oath was administered by Mrs. Liz Esters, Notary Public for the Commonwealth of Kentucky and Secretary to the Board. Congratulations were extended to Mr. Iracane and Mrs. Judd on their reappointments to the Board.

AGENDA ITEM 3 - Roll Call. The following members were present:

Mr. Ronald W. Clark
Mr. Joseph Cook II
Mr. Joseph Iracane
Mrs. Patsy Judd
Mrs. Mary Ellen Miller
Mr. J. Anthony Page
Judge John S. Palmore
Mr. Jack D. Smith
Mrs. Hughlyne P. Wilson

Mr. Danny Butler was absent.

AGENDA ITEM 4 - Annual election of Chairman and Vice Chairman to serve for calendar year 1985.

Chairman Iracane, in compliance with the Bylaws of The Board of Regents, declared that nominations were in order for election of a Chairman to serve for the 1985 calendar year. For the purpose of receiving nominations, Chairman Iracane requested an alphabetical call of the roll. Mr. Clark placed in nomination the name of Mr. Iracane. Upon completion of the roll call, no other names were placed in nomination. Mr. Cook moved that Mr. Iracane be elected by acclamation. The motion was seconded by

Mrs. Wilson and carried unanimously by voice vote. Mr. Iracane was elected Chairman for a term to commence January 1, 1985.

Chairman Iracane requested an alphabetical roll call of the Board for the purpose of placing in nomination names for the office of Vice Chairman. In the roll call, Mr. Clark passed, and Mr. Cook placed in nomination the name of Mr. Clark. Upon a call of the roll, no other names were placed in nomination except that of Mr. Clark. On motion of Mr. Iracane, seconded by Mr. Cook, by unanimous voice vote, Mr. Clark was elected as Vice Chairman for the term to commence January 1, 1985.

AGENDA ITEM 5 - Election of the Executive Committee to serve concurrently with the term of Chairman. In keeping with the Bylaws, the election of three members of the Board to serve with the Chairman as the Executive Committee for 1985 followed. By a call of the roll, the following nominations were received: Mr. Clark nominated Mr. Cook; Mr. Cook nominated Mr. Clark; Mr. Iracane nominated Mrs. Judd; and Mrs. Judd nominated Mrs. Miller. Upon completion of the roll call, no other names were placed in nomination and Mrs. Judd withdrew her name from nomination. By unanimous vote of the Board members present, the elected members of the Executive Committee for 1985 to serve with Chairman Joseph Iracane are: Mr. Ronald W. Clark, Mr. Joseph Cook, and Mrs. Mary Ellen Miller.

In keeping with the policy of the Board, the agenda for the meeting and information and materials pertinent to items thereon had been mailed in advance of the meeting by the President to members of the Board.

AGENDA ITEM 6 - Disposition of minutes of the meeting of September 8, 1984. The minutes were presented by the Chairman. Motion was made by Mr. Cook and seconded by Mr. Page that the minutes be approved as submitted inasmuch as copies had been mailed to the members prior to the meeting. The motion carried by voice vote.

AGENDA ITEM 7 - Committee reports:

Academics Committee - Mrs. Judd, Chairman; Mr. Cook; Mrs. Miller; Mrs. Wilson; Judge Palmore - Mrs. Judd reported that the committee had not met; however, she wanted to recognize the COLLEGE HEIGHTS HERALD and the TALISMAN for receipt of the Pacemaker Awards. Mrs. Judd pointed out that the COLLEGE HEIGHTS HERALD was one of four in the United States of the four-year colleges to receive the award. Western Kentucky University was the only institution honored in both categories.

Mrs. Judd moved and Mr. Cook seconded a motion that the Board approve letters of commendation to staffs of the yearbook and the newspaper for their outstanding achievements. The motion carried by voice vote.

Mr. Bob Adams, Advisor for the COLLEGE HEIGHTS HERALD, who was in attendance at the Board meeting was recognized by the members of the Board and thanked for his contributions.

Athletics Committee - Mr. Clark, Chairman; Mr. Cook; Mr. Page; Mr. Butler, and Judge Palmore - Mr. Clark reported that the committee met earlier in the day and discussed the resolution received from the Faculty Senate and took no official action. Mr. Clark stated, "We appreciate the input from the Faculty Senate; we would welcome input from any other group that works at this University."

Members of the basketball teams and the coaching staff were invited by the Athletics Committee to attend the meeting for the purpose of introduction to the members of the Board. Women's Head Coach Paul Sanderford introduced his wife, Yvette; Assistant Coaches Susan Porter and Steve Small; and Senior Cocaptains Gina Brown and Linda Martin. Men's Head Coach Clem Haskins introduced his Assistant Coaches Don Evans, Dave Farrar, and Dwane Casey, and the three team captains, Senior Dennis Johnson; Senior Johnny Taylor, and Junior Clarence Martin. In addition, Athletic Director John Oldham presented Mrs. Pam Herriford, Coordinator of the Women's Programs.

As a final item of the Athletics Committee, Mr. Clark reported on the success in the Sun Belt Conference in the women's and men's cross country championships. The top five runners of Western's men's cross country team finished with a perfect score of 15 for the Sun Belt Championship. All five crossed the finish line together. (Mike Snyder, Cam Hubbard, Jon Barker, Philip Ryan, Sean George). Jeff Peeples gained "All Conference" honors by placing 9th. Coach Curtis Long was selected "Sun Belt Conference Cross Country Coach-of-the-Year." Camille Forrester, Kathi Moreland, Ellen Gluff, Mindy Dunn, Laura Gluff, and Beth Millay led the Lady Toppers to a first-place finish in the Sun Belt Conference Invitational.

Bylaws and Codification Committee - Mr. Butler, Chairman; Mr. Clark; Mrs. Judd; Mr. Smith; Mr. Bivin, Staff -No report.

Finance and Investment Committee - Mr. Cook, Chairman; Mrs. Judd; Mrs. Miller; Mr. Page - Mr. Cook reported the committee had met at 10:30 a.m. with the following items on their agenda:

1. Recommendation for the approval of the audited Annual Financial Report for the 1983-84 fiscal year

RECOMMENDATION:

President Zacharias recommends approval of the audited Annual Financial Report for the 1983-84 fiscal year. President Zacharias also recommends approval of the allocations of the current fund balance shown on page 10 of the notes to financial statements.

Secretary's Note: The Annual Financial Report was provided to the Board members with the agenda, and a copy is filed with official records of the Board.

Background:

University financial statements were audited by James R. Meany & Associates, Certified Public Accountants, and their report is on pages 1 and 12 of the Annual Financial Report. The auditor's management letter and their report on compliance with the provisions of the financial management responsibilities of House Bill 622 are included in the material mailed to the Board.

Audits of student financial aid programs and other federal grants and contracts are not complete and will be submitted to the Board at a subsequent meeting.

A letter dated October 22, 1984, from Mr. Harry Largen to President Zacharias provides information about the fund balance allocations. The content of Mr. Largen's memorandum follows:

"The current unrestricted fund balance on June 30, 1984, amounted to \$3,145,342 compared to \$2,584,382 for the prior fiscal period.

Recommendations for allocating the fund balance are contained in note 7, page 10, of the Annual Financial Report. I have prepared a brief explanation of each fund balance item which is listed in the notes.

- Change Funds - reserved for working capital.
- Inventories - reserved for working capital.
- Encumbrances - reserved for departmental purchases not delivered by June 30.
- Operating Budget of Subsequent Years - allocation previously authorized by the Board of Regents.
- Development Funds - balance of gift accounts are carried forward until the gift is expended.
- Faculty Research Grants - grants are made for projects rather than for a fiscal period.
- Continuing Education Conferences and Workshops - used as start-up support for new year activity.
- Library Books and Subscriptions - reserved to assist libraries with the order process for books and periodicals.
- ETV Programming - used as start-up support for television productions.
- Academic Excellence Fund - reserved and credited with interest earnings until arrangements are made for it to be separately invested.
- Faculty Development - reserved for various faculty development activities.
- Journalism Space Remodeling - to complete remodeling of space in Gordon Wilson Hall for Journalism.
- Agriculture Mechanization Laboratory - project had to be rebid. Construction is now under way.
- Academic Equipment and Programs - reserved for equipment or other program costs in academic departments.
- Owensboro Consortium - funds are provided by the Council on Higher Education for Owensboro educational activity.
- Auxiliary Enterprises Capital Projects - reserved for improvements of the interior of the Downing University Center.
- Auxiliary Enterprise System - reserved for Food Services computer meal card system which is now installed.
- Departmental Equipment - reserved based on request and justification of various managers who had unexpended capital funds.
- Storage Building for Flammable Materials - recommended to meet fire safety and environmental requirements for the various departments in Ogden College.
- Student Information System - reserved as an initial allocation for software or other development costs of an integrated student information system.

- Asbestos Removal - reserved for the removal of friable asbestos from the Thompson Complex, North Wing, and E. A. Diddle Arena."

With the approval of the Finance and Investment Committee, Mr. Cook moved and Mr. Page seconded approval of the audited Annual Financial Report for the 1983-84 fiscal year. The motion passed by voice vote.

2. Recommendation for the adoption of a policy for short-term and endowment fund investment

RECOMMENDATION:

President Zacharias recommends that the Board of Regents adopt the following policy for short-term and endowment fund investments. A draft of the policy was provided the Finance and Investment Committee at the meeting on September 8, 1984.

Short-Term Investments

The policy of the Board of Regents of Western Kentucky University with respect to short-term investment of available current funds is:

1. That to the maximum practical extent such funds be invested.
2. That such funds be invested in fixed income securities.
3. That the investment objective be to maximize yield consistent with security, liquidity, and the period of investment.
4. That investments be limited to:
 - (a) direct obligations of the United States Treasury (U.S. Treasury bills, U. S. Treasury Notes);
 - (b) obligations of United States Government agencies and corporations (Farmers Home Administration, Government National Mortgage Corporation, Bank for Cooperatives, Federal Intermediate Credit Banks, Federal Land Banks, Federal Home Loan Banks, Federal National Mortgage Association, and other U. S. Government agencies and corporations obligations);
 - (c) repurchase agreements of United States Government obligations as described in (a) and (b);
 - (d) certificates of deposit collateralized by direct obligations of the United States Treasury, direct obligations of the Commonwealth of Kentucky, or obligations of United States Government agencies and corporations.

Background:

Statutory provisions govern the investment of current fund revenues available to the University. This proposed policy establishes short-term investment objectives and the type securities which may be purchased from current funds. The Board of Regents established the method of investment of current funds in local banks when the banking services agreement with the Bowling Green Bank & Trust Company was approved. The agreement provides for the investment of surplus cash on a daily basis in repurchase agreements backed by United States Government obligations. University funds on deposit in the State Treasury are invested upon request by the Office of Investment and Debt Management, Finance and Administration Cabinet.

Endowment Fund Investments

1. With respect to investment of endowment funds for which the College Heights Foundation acts as manager, it is the policy of the Board of Regents:

- (a) That the investment objective be to maximize yield consistent with security, liquidity, and the period of investment.
- (b) That the investment policy of the Board of Directors of the College Heights Foundation be approved by the Board of Regents for the purpose of investment of funds for which the Foundation acts as custodian and investment manager.

"All funds administered by the College Heights Foundation are invested only in Government guaranteed securities or their equivalent. Earnings are prorated from total income received on investments in proportion to the account balances."

- (c) That semiannually a status report of University endowments be made to the Board of Regents.

2. With respect to investment of other endowment funds:

- (a) That the investment objective be to maximize growth of principal and income, within acceptable limits of risk, consistent with the individual funds of the University Endowment Fund.
- (b) That in furtherance of this objective the portfolio of funds be as diversified as is reasonable and prudent, considering the value of the principal of endowment funds.
- (c) That the ratio of investments in common stock to investments in fixed income securities and other investments be determined by the Finance and Investment Committee.
- (d) That semiannually a portfolio status report be made to the Board of Regents.

Background:

The College Heights Foundation is acting as custodian and investment manager for University endowments for scholarship aid to Western students. The Foundation is currently manager of the following endowments and other funds of the University.

- 1. Athletic Scholarship Endowment Funds.
- 2. The Tom and Susan McReynolds Porter Scholarship Fund.
- 3. The C. Perry Snell Fund.
- 4. The Gates F. Young Scholarship Fund.

The Fund for Excellence continues to grow and other endowments can be anticipated, based on responses from the development program. This recommended policy will give guidance to the College Heights Foundation and other investment managers on investing University endowment funds.

With the approval of the Finance and Investment Committee, Mr. Cook moved and Mrs. Wilson seconded the adoption of the policy for short-term and endowment fund investments. The roll call vote follows:

Aye: Clark, Cook, Iracane, Judd, Miller, Page, Palmore, Wilson

Nay: None

3. Recommendation for the adoption of a resolution authorizing the sale of surplus livestock and other personal property which has been identified in information provided to the Board

Upon approval of the Finance and Investment Committee, Mr. Cook moved and Mrs. Judd seconded the adoption of the recommendation as submitted by President Zacharias which follows:

RECOMMENDATION:

President Zacharias recommends that the Board of Regents adopt a resolution authorizing the sale of surplus livestock and other personal property which has been identified in information provided to the Board.

Resolution

WHEREAS, the Board of Regents has authority to sell or otherwise dispose of all real or personal property of the institution which is surplus to its needs or has become unsuitable for use, and

WHEREAS, President Zacharias has recommended that livestock and other personal property which is identified in the attachment to this Resolution and which is surplus to the needs of the various academic and administrative departments be sold, and

WHEREAS, the determination of the Board of Regents shall be set forth in an order,

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF REGENTS THAT:

1. The recommendation made by President Zacharias for disposition of surplus livestock and other personal property be accepted.
2. The items of surplus property identified as declaration No. 10, pages 14-17, declaration No. 20, pages 1-9, and declaration No. 21, and which are attached and made a part of this Resolution, shall be sold by public advertising, sealed bid, or public auction.

Secretary's Note: - The listed items are attached to the minutes as EXHIBIT 1

3. President Zacharias or his delegated representatives are authorized to take all necessary and appropriate action to dispose of the property.

Ordered this 10th day of November, 1984.

Roll call vote on the motion to adopt a resolution authorizing the sale of surplus livestock and other personal property follows:

Aye: Clark, Cook, Iracane, Judd, Miller, Page, Palmore, Wilson

Nay: None

Ad hoc International Education Committee - Mrs. Miller,
Chairman; Mrs. Judd; Mr. Smith; Mrs. Wilson; Mr. Butler; Dr. Petersen, Staff
- Mrs. Miller reported the committee had not met since the last Board meeting. Members of the Board were given copies of the program of a mini-conference, cosponsored by Murray State University and Western Kentucky

University, entitled, "In Focus: Eastern Europe and Yugoslavia." The program was held on Western's campus November 9 and was one of a series of cooperative activities undertaken with Murray State in the international education field.

In addition, Dr. John Petersen reported on the first International Education Day that was held on campus on October 23. The event, cosponsored by the Office of International Programs, the international student organization, ASG, and the University Center Board, was held in the Downing University Center where there were international displays and demonstrations. International food and entertainment were featured. A report on his experiences in Southeast Asia was given by President Zacharias.

Committee on Student Affairs - Judge Palmore, Chairman; Mr. Clark; Mrs. Miller; Mr. Smith; Mrs. Wilson - No report.

AGENDA ITEM 8 - Presentation of personnel changes since September 8, 1984.

RECOMMENDATION:

President Zacharias recommends that the Board of Regents approve the recommended personnel changes which have transpired since the meeting of the Board on September 8, 1984. (The personnel changes are listed in the next eight pages.)

PERSONNEL CHANGES
(Subsequent to Meeting of Board of Regents on September 8, 1984)

Part I. Faculty Personnel Changes

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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FACULTY REAPPOINTMENTS

Bowling Green College of
Business Administration

Finance and Management
Information Systems:

Ms. Deborah K. Morgan	\$ 10,000	January 1 through May 15, 1985; one-semester reappointment; Instructor
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Mr. Arvind R. Parkhe	10,500	January 1 through May 15, 1985; one-semester reappointment; Instructor
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CORRECTION

College of Education

Home Economics and Family Living:

Dr. Marilyn D. Casto	23,520	August 16, 1984, through August 15, 1985; Assistant Professor; Correct September 8, 1984, Personnel Changes which showed salary as \$25,176
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TERMINATION OF TEMPORARY ASSIGNMENT

Bowling Green College of
Business Administration

Mr. Robert J. Oppitz		October 31, 1984; terminate responsibilities as Acting Dean
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CHANGE IN SABBATICAL LEAVE OF ABSENCE

Potter College of Arts
and Humanities

English:

Dr. Charmaine A. Mosby		Requests that sabbatical leave granted for 1985 spring semester be postponed until 1986 spring semester
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REASSIGNMENT

Ogden College of Science
Technology, and Health

Dr. William G. Lloyd		August 15, 1985; resigning as Dean of the College; asks to be reassigned to full-time teaching in Department of Chemistry
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FACULTY RESIGNATION

Ogden College of Science,
Technology, and Health

Nursing:

Mrs. Linda Clark		December 31, 1984; Assistant Professor; one-year appointment
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Part I. Faculty Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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NOT RECOMMENDED FOR REAPPOINTMENT

College of Education

Teacher Education:

Mr. Dan R. Twaddle

August 15, 1985;
Assistant Professor

ADDITIONAL RESPONSIBILITIES

College of Education

Educational Leadership:

Dr. Robert G. Schrader

\$ 150
per month

August 16, 1984, through
May 15, 1985; Acting Head
of Department

Part II: Other Personnel Changes

TEMPORARY -- GRANT FUNDED

Academic Affairs

Special Services:

Ms. Janet Christine Allen

9,780

September 1, 1984;
reappointed as
Administrative Secretary;
10-1/2 months' employment

Bowling Green College of
Business Administration

Small Business Development Center:

Ms. Marjorie A. Berge

772
per month

October 1, 1984, through
September 29, 1985;
reappointed as
Administrative Secretary

Mr. Richard S. Horn

24,804

October 1, 1984, through
September 29, 1985;
reappointed as Director

Mr. Mark A. Williams

16,008

September 12, 1984;
Assistant Director;
replace Mr. Greg McKinney;

18,384

October 1, 1984, through
September 29, 1985,
reappointed as Assistant
Director

Finance and Management
Information Systems:

Ms. Jean H. Thomason

2,007

October 1, 1984, through
June 30, 1985; Real
Estate Coordinator;
part-time basis

College of Education

Center for Career and Vocational

Teacher Education:

Dr. Ann Willett

17,060

August 16, 1984, through
August 15, 1985;
Coordinator; will also
include teaching a course
in Home Economics and
Family Living for the
1985 spring semester

Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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TEMPORARY -- GRANT FUNDED
(continued)

College of Education (continued)

Teacher Education:

Mrs. Patricia Shanahan	\$ 1,041 per month	October 16 through November 30, 1984; Training Supervisor on part-time basis with Child Development Associates grant
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Training and Technical
Assistance Services:

Mr. Dennis P. Angle	14,088	October 1, 1984, through September 30, 1985; reappointed as Resource/ Audio Visual Specialist on a full-time basis
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Ms. Cynthia V. Barnes	17,979	October 1, 1984, through September 30, 1985; reappointed as Handicap Specialist
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Ms. Jane C. Bryant	15,840	October 1, 1984, through September 30, 1985; reappointed as Social Services Specialist
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Ms. Elaine L. Faine	18,128	October 1, 1984, through September 30, 1985; reappointed as Parent Involvement Specialist
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Ms. Virginia Fehrmann	n/a	September 29, 1984; Family Services and Health Specialist; resignation
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Ms. Janine Keirnan	13,416	October 1, 1984, through September 30, 1985; pro- moted from Departmental Secretary to Office Management Specialist
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Ms. Colleen B. Mendel	30,219	October 1, 1984, through September 30, 1985; reappointed as Project Director
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Ms. Jackie Rodriguez	707 per month	November 1, 1984; Secretary; change from part-time hourly basis to full-time temporary basis
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Ms. Connie Jo Smith	19,658	October 1, 1984, through September 30, 1985; reappointed as Early Childhood Education Specialist; will also serve as Center Coordinator with the WKU Child Care Consortium
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Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
TEMPORARY -- GRANT FUNDED (continued)		

College of Education (continued)

Training and Technical
Assistance Services: (continued)
Ms. Leslie A. Weigel

\$ 17,970

October 1, 1984, through
September 30, 1985;
reappointed as Child Care
Management Specialist

Ogden College of Science,
Technology, and Health

Nursing:
Mrs. Edith Lohr

October 19, 1984; Nursing
Coordinator of
Independent Study;
resigned one-year
appointment

STAFF APPOINTMENTS

Ogden College of Science,
Technology, and Health

Ms. Rose Marie Hullett

868
per month

September 17, 1984;
Laboratory Assistant in
Water Quality Laboratory;
replace Mr. Richard Walker

Center for Computer and
Informational Services

Ms. Anita Jo Francies

743
per month

October 22, 1984; Data
Entry Operator II;
replace Ms. Deborah Burch

Business Affairs

Purchasing (Print Shop):
Ms. Tonya Dee Najafi

803
per month

September 27, 1984;
Typesetter; replace
Ms. Dianna L. Blanton

Student Affairs

Athletics:
Mr. Joel H. Lepel

9,000

September 15, 1984,
through July 14, 1985;
Supervisor of Baseball
Scoreboard with
Hilltopper Hundred Club;
part-time basis; paid
from Hundred Club
Scoreboard funds

Housing:
Ms. Melinda June Cornell

5,700

September 11, 1984;
Assistant Director of
Central Hall; ten months'
basis; replace Ms. Julie
Kins

Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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STAFF PROMOTION AND/OR SALARY ADJUSTMENT

Academic Affairs

Dr. John H. Petersen	\$ 44,420	January 1, 1985; promote from Assistant Vice President for Academic Affairs to Associate Vice President for Academic Affairs
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Center for Computer and Informational Services

Mr. Charles D. Wimpee	27,000	October 15, 1984; promote from Programmer I to Systems Programmer II
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Student Affairs

Athletics:

Ms. Susan Porter	16,356	August 16, 1984; Assistant Women's Basketball Coach; salary adjustment from \$15,096 to allow for coaching experience
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SECRETARIAL AND CLERICAL STAFF APPOINTMENTS

Ogden College of Science, Technology, and Health

Ms. Patricia Thomas	803 per month	October 22, 1984; Senior Administrative Secretary; replace Ms. Debbie Wheeler Hudson
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Health and Safety:

Ms. Anita Napier Daugherty	803 per month	October 29, 1984; Senior Departmental Secretary; replace Ms. Doris Shelton
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Academic Affairs

University Honors Program:

Mrs. Doris K. Farley	792 per month	September 17, 1984; Administrative Secretary; part-time basis; also part-time basis as Departmental Secretary in Department of Physical Education and Recreation; budgeted position
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Business Affairs

Personnel Services:

Ms. Gloria Sue Pillow	803 per month	October 8, 1984; Administrative Secretary; replace Ms. Denise Eidson
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University Credit Union:

Ms. Joan J. Acheson	725 per month	October 1, 1984; Loan Assistant; Credit Union reimburses the University
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Ms. Margaret Smith Wallace	790 per month	September 12, 1984; Account Assistant; Credit Union reimburses the University
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Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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SECRETARIAL AND CLERICAL PROMOTIONS,
REASSIGNMENTS, AND/OR RECLASSIFICATIONS

Center for Computer and Informational Services

Ms. Deborah K. Burch	n/a	September 24, 1984; transferred from position of Data Entry Operator III to position of Research Clerk
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Academic Affairs

Mrs. Kaylene R. Russell	\$ 1,284 per month	October 1, 1984; promote from Principal Secretary to Executive Secretary
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Mrs. Dorothy K. Spear	17,508	October 1, 1984; promote from Executive Secretary to Staff Assistant
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International Programs and Projects (Cooperative Center for Study in Britain):

Mrs. Vivian K. Jordan	772 per month	September 16, 1984; reassigned from one-half time in University Honors Program and one-half time in Cooperative Center for Study in Britain to full time in CCSB; Administrative Secretary;
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	835 per month	October 15, 1984; position reclassified to Senior Administrative Secretary
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Business Affairs

Accounts and Budgetary Control:

Ms. Denise Eidson	939 per month	October 1, 1984; transferred from Senior Administrative Secretary in Personnel Services and promoted to Senior Secretary in Accounts and Budgetary Control
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Student Affairs

Recreational Activities:

Mrs. Gladis P. Jacobs	n/a	October 8, 1984; position reclassified from Departmental Secretary to Administrative Secretary
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STAFF RESIGNATIONS

Ogden College of Science, Technology, and Health

Ms. Debra W. Hudson		October 22, 1984; Senior Administrative Secretary
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Health and Safety:

Mrs. Doris Shelton		October 12, 1984; Secretary
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Part II. Other Personnel Changes (continued)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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STAFF RESIGNATIONS
(continued)

Business Affairs

Student Financial Aid:
Ms. Cassandra Hall

November 5, 1984;
Financial Aid Clerk

Student Affairs

Office of the Dean of
Student Affairs:
Ms. Patricia Sue Hale

October 31, 1984;
Administrative Secretary

Registrar's Office:
Mr. James M. Mills

October 5, 1984;
Assistant to the Registrar

STAFF RETIREMENT

Business Affairs

Physical Plant and
Facilities Management:
Mrs. Sue Borders

December 31, 1984; Work
Control Center Clerk

PERSONNEL CHANGES
(Supplemental List)
(Subsequent to Meeting of Board of Regents on September 8, 1984)

<u>Name</u>	<u>Salary</u>	<u>Effective Date and Remarks</u>
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Part I. Faculty Personnel Changes

ADJUNCT PROFESSOR

Ogden College of Science,
Technology, and Health

Biology:

Dr. Eugene J. Hoffman

1984-85 school year

ADDITIONAL RESPONSIBILITIES

Ogden College of Science,
Technology, and Health

Allied Health:

Dr. Ruby F. Meador

November 1, 1984, annual salary of \$36,000 adjusted upward by \$600 for receipt of doctorate, plus \$150 per month for serving as Associate Affirmative Action Officer

REASSIGNMENT

Ogden College of Science,
Technology, and Health

Dr. Gary E. Dillard

August 16, 1985; asks to be reassigned from Associate Dean of Ogden College to full-time teaching in Department of Biology

Part II. Other Personnel Changes

CLERICAL APPOINTMENT

Business Affairs

Student Financial Aid:

Ms. Kelly Ann Campbell

\$ 707
per month

November 12, 1984;
Financial Aid Clerk;
replace Ms. Cassandra Hall

STAFF RESIGNATION

Student Affairs

Housing:

Mr. Christopher L. Lovorn

November 23, 1984;
Director of Pearce-Ford
Tower

Motion for approval of the recommended personnel changes as submitted was made by Mr. Clark and seconded by Mrs. Miller. The roll call vote follows:

Aye: Clark, Cook, Iracane, Judd, Miller (on appointments), Page, Palmore, Wilson

Nay: None

Pass: Miller (on compensation)

AGENDA ITEM 9 - Adoption of quarterly meeting schedule for 1985.

RECOMMENDATION:

President Zacharias recommends adoption of the quarterly meeting schedule for 1985 as follows:

First Quarterly Meeting	January 26, 1985
Second Quarterly Meeting	April 27, 1985
Third Quarterly Meeting	July 27, 1985
Fourth Quarterly Meeting	October 26, 1985

Mr. Page moved the adoption of the recommended 1985 quarterly meeting schedule. The motion was seconded by Mr. Cook and carried by voice vote.

AGENDA ITEM 10 - Report by the President.

- Commenting on the positive things taking place, President Zacharias referred to a recent letter from Mr. Bob Martin, Assistant Managing Editor, the Lexington Herald-Leader, and called it "one of the most positive signs I've seen regarding higher education in Kentucky since I've been here. It indicates the community support and interest on the part of one of the major newspapers to initiate something that I think is very positive, and certainly they are giving us an opportunity, on a trial basis, to provide information." Board members had been provided a copy of the letter which stated the interest of the Lexington Herald-Leader reporting accomplishments by students, faculty, and by institutions in general, within certain definitions, of the kinds of things they have achieved to bring regional, state, and national attention to higher education in Kentucky. Dr. Zacharias told the Board that he had written a letter of commendation to Mr. Martin and invited the Board to reinforce that letter in any appropriate way.

Chairman Iracane stated, "I am pleased that the Lexington Herald-Leader is taking the lead in this fight, and I am sure that we will see Western's involvement in this movement time and time again throughout the year."

Mr. Cook moved the adoption of a resolution of appreciation to the Lexington Herald-Leader to reinforce the letter sent to them by President Zacharias. The motion was seconded by Mrs. Miller and carried by voice vote. The resolution follows:

RESOLUTION

WHEREAS, The Lexington Herald-Leader has demonstrated its interest in higher education; and

WHEREAS, the leadership of the newspaper has shown concern for education across the Commonwealth; and

WHEREAS, a weekly column on the accomplishments of Kentucky college students and teachers has been planned;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Regents of Western Kentucky University in a meeting on November 10, 1984, does hereby express appreciation to Mr. Bob Martin for his foresight in planning the column and to Ms. Cheryl Truman for her willingness to collect the information to prepare the column.

BE IT FURTHER RESOLVED, That this resolution be recorded in the minutes of the Board of Regents and that a copy thereof be presented to Mr. Martin and Ms. Truman as further testimony of the appreciation and commendations of the members of the Board of Regents.

/s/ Joseph Iracane
Chairman, Board of Regents

/s/Donald W. Zacharias
President

- President Zacharias reported on a meeting with the regional representative of IBM, Mr. Howard Wilson, whose first awareness of Western Kentucky University was through his personal admiration of Coach Clem Haskins. As an officer of IBM, he was aware of Mr. Haskins' personal record as a student and as a professional athlete. He indicated that one of the things he wanted to do while he was on the Western campus was to meet Coach Haskins. "That shows an intregation of the athletic and academic programs--an interesting relationship," Dr. Zacharias stated. The other important announcement made by Mr. Wilson while he was on campus was that IBM will be recruiting regularly on Western's campus. A routine recruiting schedule is being established for them. While IBM is interested in students in all areas, not just students majoring in business or computer science, they are very interested in athletes. They realize that those students who have been successful in athletic competition are likely to be very successful in competition in business. They have found that they make spendid employees.

- Dr. Zacharias reported that the Hilltopper basketball games will be reported live in the Louisville area on WCII, the CBS affiliate in Louisville. This will be the first time in fifteen years that the WKU games will be carried live in the Louisville area on a regular basis.

- Reported that the SCR 30 Committee will be meeting at 1 p.m. in Frankfort on Monday, November 12. The item that will be under discussion will be the role of the Council on Higher Education. The questions of governance and regulation of higher education in the state will be reviewed. Expressions of concern about the preliminary interpretation have been presented to the committee. Board members may be called upon to help emphasize to members of the committee that the Council on Higher Education fulfills a coordinating and regulatory function and not a governing function--that is the responsibility of the Board of Regents.

- Introduced Dr. John Parker, Vice Chair of the Faculty Senate, and Dr. Robert Hershberger, the new Dean of the Bowling Green College of Business Administration.

- Noted a letter from Dr. Donald J. Senese, Assistant Secretary, United States Department of Education. Dr. Senese was on campus recently to review a grant project out of the Department of Education that is receiving some very favorable publicity. Dr. Senese, being aware of Western's desire to have good publicity, also included a copy of an article that appeared in The Washington Times. The Board members were provided copies of the letter and article which reported a very favorable commentary on the students at Western Kentucky University.

Chairman Iracane called attention to the recent recognition gained by Western's College of Education. Mr. Iracane asked Dr. Kenneth Brenner, Assistant Dean in the College of Education to review some of the recent

accomplishments. Dr. Brenner reported that Dean J. T. Sandefur was recently appointed one of the few educators on the National Commission for Excellence in Education by Secretary Bell from the U. S. Office of Education.

Dr. Sandefur also chairs the National Council for Accreditation of Teacher Education in the United States. Western's College of Education was recently contacted by ABC news show, "Nightline," after being advised by the American Association of Colleges of Teacher Education that Western's College of Education was one of the five outstanding teacher education institutions in the nation. They were interested in contacting teachers and principals in the field.

More recently, the Pelavin Associates, a research organization from Washington, D.C., has been contracted by the U. S. Office of Education to look at some schools to find out things that might help other colleges of education. Again, they were advised by the U. S. Office of Education that Western's College of Education was one of the five outstanding teacher education institutions in the nation. Pelavin Associates sent representatives here and spent two days on the campus interviewing the faculty, students, and administration, and also a day out in the field interviewing principals, student teachers, and teachers who had graduated from Western. Initial reports from Pelvin Associates were very favorable. They will be contacting the four other institutions in the United States that were identified as outstanding. The other institutions are Texas A & M, Florida College, Bank Street College of Education, and Michigan State University.

Chairman Iracane commended the College of Education and Dean Sandefur for the accomplishments and added, "This goes along with the Board's policy of recognizing excellence. In a time when education is taking the forefront as far as striving for excellence, I think Western is already there where the College of Education is concerned. I hope we continue to work to stay at the top as far as excellence is concerned in the College of Education."

AGENDA ITEM 11 - Other Business.

11.1 - Recommendation to adopt a resolution required as a result of contracts with the United States Department of Defense.

RECOMMENDATION:

President Zacharias recommends approval of the resolution required as a result of contracts with the United States Department of Defense.

Background:

It is necessary for the Board of Regents to pass a resolution each time there is a change in membership. The University must then report this action to the Office of Industrial Security of the United States Government.

Mr. Page moved and Mr. Cook seconded the adoption of the recommended resolution. The motion carried by voice vote. The resolution follows:

INDUSTRIAL SECURITY RESOLUTION

WHEREAS, certain research opportunities and activities of members of the faculty of Western Kentucky University require that the University from time to time negotiate, execute, and administer and perform contracts with the Department of Defense and other User Agencies of the United States Government, which involve necessary access to classified information, and

WHEREAS, the Defense Supply Agency, Defense Contract Administration Services, Offices of Industrial Security of the United States Government, require federal security clearance for all persons having access to classified information, including the research investigators and persons constituting the Managerial Group of Western Kentucky University who may be involved in negotiating, executing, and administering University obligations under such contracts, and

WHEREAS, for the purpose of facilitating continuation of research opportunities and activities of the faculty, it is necessary to designate an administrative Managerial Group, as described in the Industrial Security Manual for Safeguarding Classified Information, so that members of the Managerial Group, in addition to faculty research personnel, may be processed for an Access Authorization for access to classified information to the level of the facility clearance that may be granted to the University.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. For the purpose of negotiating, executing, and administering classified contracts with the United States Government of Defense or other User Agencies of the United States Government that may be awarded to Western Kentucky University, the following persons, holding the position indicated, have consented to security clearance, and are, hereby, constituted as the Managerial Group of administrative officials, as described in the Industrial Security Manual for Safeguarding Classified Information:

<u>Name</u>	<u>Position</u>
Donald W. Zacharias	President
Paul B. Cook	Assistant to the President for Resources Management and Director of the Budget
Robert V. Haynes	Vice President for Academic Affairs
Harry K. Largen	Vice President for Business Affairs
John D. Minton	Vice President for Student Affairs

2. The President shall be and hereby is delegated the full authority and responsibility for negotiating, executing, and administering classified contracts with the United States Department of Defense and other User Agencies of the United States Government. The President may sub-delegate or assign such administrative authority and responsibility to one or more members of the Managerial Group designated above, but shall not sub-delegate or assign any such administrative authority or responsibility to any university administrative official or employee or other person not so designated by the Board of Regents, and processed for security clearance.

3. All other administrative officers and employees of the University and the following named members of the Board of Regents

shall not require, nor shall they have, and they may be effectively excluded from, access to all classified information released to, in the possession of, or under the control of Western Kentucky University. No such person shall have any authority to affect adversely the policies and practices of the University Managerial Group in controlling, limiting, and restricting access to classified information in connection with contracts for the Department of Defense and other User Agencies of the United States Government, exclusively to members of the Managerial Group, and project research personnel who have the required security clearance.

BOARD OF REGENTS

<u>Name</u>	<u>Title</u>
Mr. Joseph Iracane	Chairman
Mr. Ronald W. Clark	Vice Chairman
Mrs. Mary Ellen Miller	Faculty Regent
Mr. Jack Smith	Student Regent
Mr. Danny Butler	Regent
Mr. Joseph A. Cook II	Regent
Mrs. Patsy Judd	Regent
Mr. J. Anthony Page	Regent
Judge John S. Palmore	Regent
Mrs. Hughlyne P. Wilson	Regent

Ordered at Bowling Green, Kentucky, this 10th day of November, 1984.

11.2 - Recommendation to adopt a resolution recognizing that the Federal Government has a priority lien on any facilities purchased with funds under the Act during the period of continuing Federal interest.

RECOMMENDATION:

President Zacharias recommends that the following resolution be adopted:

RESOLUTION

WHEREAS, the Department of Commerce, National Telecommunications and Information Administration granted Western Kentucky University the sum of \$36,150 to construct a tower for radio signal transmission, Grant No. 21-01-3338.

WHEREAS, to assure that the Federal investment in public telecommunications facilities funded under the Act will continue to be used to provide public telecommunications services to the public during the ten-year period of Federal interest in the event of a grantee's change of eligibility status, bankruptcy, failure, etc., federal law requires and Western Kentucky University recognizes that the Federal Government has a priority lien on any facilities purchased with funds under the Act during the period of continuing Federal interest.

NOW, THEREFORE, the Board of Regents, Western Kentucky University, being a public body corporate and planning to keep WKYU-FM operating indefinitely and to the best of its ability, at a regular meeting on November 10, 1984, at which a quorum is present and voting, adopts this resolution authorizing and directing that an appropriate security interest statement be recorded to subject the property to said lien.

Background:

The Department of Commerce, National Telecommunications and Information Administration granted Western Kentucky University \$36,150, to help pay for the cost of a tower for radio signal transmission near Purdy, KY.

Motion for adoption of the above resolution was made by Mr. Cook, seconded by Mr. Page, and passed unanimously by voice vote.

Mrs. Miller presented Chairman Iracane with a handcrafted wood gavel for use by the Board of Regents. The gavel was made by Mr. Gilmer Jones of Burlington, North Carolina, whose son Tom Jones is a faculty member in the Department of English at Western Kentucky University.

Concluding remarks were heard from Board members as follows:

Mrs. Wilson noted that she was "quite pleased listening to the discussions regarding teacher education. That's been a great part of my life for quite a while. Western does have excellent teachers and produces excellent teachers. I knew that before I became a member of the Board of Regents."

Mrs. Judd expressed delight at being reappointed for a second term to the Board and stated, "Western Kentucky University has a long tradition of caring about providing quality education for its students, and I'm honored to be able to make what contribution I can toward this end. I'm happy to be back."

Mr. Cook expressed his happiness at the reappointments of Mrs. Judd and Mr. Iracane. He felt the Governor's Office had shown a great deal of consideration and help for the University in making the reappointments.

Mr. Page congratulated Mrs. Judd and Mr. Iracane on their reappointments. Mr. Page stated, "I leave here today a little frustrated, and I would like to challenge each of the Board members to seek out new financial resources in their respective communities for this University. I think today, in the committee meetings that I've been involved with—Finance Committee and Athletic Committee—as well as our discussion on academics of the University, I'm frustrated because we don't have the resources to do all that we want to and continue these good programs that we already have in place. I think it is our responsibility as Board members to continue to seek out new financial resources, either individually or through the Development Office. I am going to do all that I can in Paducah to find those resources, and I hope that the other Board members will do likewise."

Mr. Iracane said, "I'm very honored that the Governor saw fit to put myself and Patsy back on the Board. I really care about the University—all the aspects of it—academic, athletic, all the faculty and staff. I'll try to do the best I possibly can to support the University. I've talked with Mrs. Miller about what our challenges are as far as lobbying for new dollars for education, and I expect it to be a challenge, and we're going to go after it. We support the Governor's Office. I think the Governor feels a need for new dollars in education, and we as a Board collectively with other Boards are going to support her efforts. We want to support what our President has been doing and will be doing for this University."

AGENDA ITEM 12 - Adjournment. There being no further business,

Mr. Cook moved and Mr. Clark seconded to adjourn at approximately 12:10 p.m.

CERTIFICATION OF SECRETARY

I hereby certify that the minutes herein set forth an accurate record of votes and actions taken by the Board of Regents of Western Kentucky University in a regular meeting held on November 10, 1984, in the Regents Conference Room of the Wetherby Administration Building on the Western campus and further certify that the meeting was held in compliance with KRS 61.810, 61.820, and 61.825 (enacted as Sections 2, 3, 4, and 5 of House Bill 100, 1974 Regular Sessions, General Assembly).


Elizabeth W. Esters, Secretary


Joseph Iracane, Chairman


Elizabeth W. Esters, Secretary